



## **Teton County Solid Waste and Recycling Request for Bids - Scrap Metal Recycling Services**

### **1) Purpose of Request:**

The County of Teton in the State of Idaho ("County") is soliciting responses to this request for bids (RFB) for scrap metal recycling services, ultimately for recycling, for the metal piles located at the Teton County Transfer Station.

For a more complete description of the service requirements refer to **Scope of Services**.

### **2) Time Schedule:**

The County will follow the following general timetable:

- a. Issue RFB 05/12/2016.
- b. Companies may submit written questions concerning this RFB to the Contact Person for receipt no later than 5:00 PM local time on 05/23/2016. Questions may be submitted to Saul Varela via email to [svarela@co.teton.id.us](mailto:svarela@co.teton.id.us) or by facsimile at (208)-354-8410. Questions received after the stated deadline will not be answered.
- c. Any addenda to the RFB will be posted to the County website ([www.tetoncountyidaho.gov](http://www.tetoncountyidaho.gov)) and available at the Teton County Transfer Station by 3:00 PM local time on 05-27-2016. No oral statement of any person shall modify or otherwise change or affect the terms or conditions stated in the RFB, and changes to the RFB, if any, shall be made in writing only and issued in the form of an Addendum to the RFB and highlighted in the RFB.
- d. Deadline for Submittal of Responses to RFB (opening);
  - i) The deadline for submitting the responses is Friday, 06/03/2016 at 11:00 am local time.
  - ii) The RFB submittal opening will occur in the Public Works Director's office on Friday, 06/03/2016 at 11:15 am local time and a recommendation will be made to the Commissioners and selection will be made Monday, 06/06/2016.

### **3) Instructions to Proposers:**

- a. All responses shall be sent to:
  1. Via email to: [djonson@co.teton.id.us](mailto:djonson@co.teton.id.us)
  2. By mail to: Darryl Johnson/ Teton County Public Works Department  
Teton County  
150 Courthouse Drive  
Driggs, ID 83422  
208-354-3442
  3. Or hand delivered to the County Clerk/Recorder office at 150 Courthouse Drive, Driggs, Idaho.
- b. Mail delivered and hand delivered submittals shall include three (3) copies of your bid in a sealed envelope and clearly label "Bid for "Scrap Metal Recycling Services" and the name of the respondent.

- c. Bids should be prepared simply and economically, providing a straight forward, concise description of provider capabilities to satisfy the requirements of the request. Using both sides of paper sheets for submittals to the County is desirable whenever practicable.
- d. An authorized representative of the firm must complete and sign at least one (1) page original of its bid. This can be addressed in the cover letter.
- e. The County welcomes potential Contractors to visit the Teton County Transfer Station and Recycling Center to better understand the dynamics, operations, location and access throughout the facility. During the visit the Contractor will be able to view the piles included in this bid. Such visits are by appointment only.
- f. To set up a site visit or for any questions concerning the RFB contact Saul Varela / Solid Waste Supervisor at (208)-354-3442 or by email [svarela@co.teton.id.us](mailto:svarela@co.teton.id.us).

**4) Terms and Conditions:**

- a. The County reserves the right to reject any and all bids, and to waive minor irregularities in any RFB response.
- b. The County reserves the right to request clarification of the information submitted, and to request additional information from any respondent.
- c. Any RFB response may be withdrawn up until the date and time set above for opening of the RFB responses.

**5) Background and Transfer Station Operation:**

The County currently collects and stores scrap metal at the Teton County Transfer Station and Recycling Center, located east of the City of Driggs at 1088 Cemetery Road, Driggs, ID. The County currently stockpiles metals in two piles:

- a. Scrap Metal Pile – The scrap metal pile includes old appliances and hot water tanks, defined as white goods, miscellaneous ferrous and non-ferrous metallic materials, including but not limited to, sheet metal, siding, flashing, pipes, frames, furnaces, wire, fencing, bicycles, automotive frames and parts, machinery, metal furniture and tire rims. Teton County has removed the CFC's (Freon) from the appliances and also removed the oils and fuels from the engines.
- b. Wire and Fencing Pile - The wire and fencing is predominantly separated from but located adjacent to the scrap metal pile. It primarily consists of panel wire and metal fencing such as chain link and barbed wire.
- c. Bales of Aluminum Cans – The aluminum consists of cans that have been recycled, sorted and baled in the recycling center. The aluminum bales average a weight of 500 pounds per bale and are approximately 3'x4'x5' in size.
- d. Bales of Tin Cans – These bales consist of tin cans that have been recycled, sorted and baled in the recycling center. The tin bales average a weight of 800 pounds per bale and are approximately 3'x4'x5' in size.
- e. Batteries – The Batteries are mainly vehicle batteries along with vehicle Boost jumper batteries, power tool batteries and ATV/Marine batteries.
- f. Teton County Transfer Station operates Tuesday thru Friday 8 am – 3pm and Saturday 8am – 1pm.

**6) Scope of Services:**

All material from the two piles described above shall be removed down to the soil below. Metal pile location shall be cleaned of loose debris and bucket smoothed at completion of metal hauling operation. All metal removal operations must occur during regular Transfer Station hours.

The processing of the scrap metal pile, wire and fencing pile shall, at a minimum, include the following:

- a. Recycling or reuse of the metal included in the piles.
- b. The proper disposal of items that cannot be recycled or reused.

Contractor shall be solely responsible for the safety of Contractor's employees and others relative to Contractor's work, work procedures, material, equipment, loading, transportation, signage and related activities and equipment. Once removal operations have begun additional material brought to the transfer station will be directed to new piles.

The contractor shall operate in compliance with OSHA and DOT regulations.

Contractors shall possess and keep in force all licenses, business permits and other permits required to perform the services of this agreement.

The Contractor shall weigh all material removed through the certified scale at the Teton County Transfer Station.

Payment for materials processes shall be based on the weight of the material removed from the site. The payment for the piles will be based on the price and shall include all costs associated with the baling, handling, freight, profit and overhead.

**7) Submittal Requirements:**

The Contractor shall provide a description and history of the Contractor emphasizing the Contractor's resources and expertise in the area(s) relevant to this RFB.

Clearly indicate where scrap metal will be hauled for recycling and where non-recyclable materials will be disposed of.

The bid response shall include the Bidder Response Form with all Addenda acknowledged on the form.

Provide an estimated schedule for metal removal from the Transfer Station. Bidder agrees that the Work will be substantially complete within 15 working days after the date when the Contract Times commence to run.

It is mutually agreed that the time for the commencement and completion of the work will affect the operation of the transfer station. In view of this fact it is agreed that in the event the County recognizes suffering, County will charge the contractor an additional \$500 per day for each calendar day that work remains uncompleted beyond the date specified for the completion of the work. Completion of the work will be when each pile has been removed, cleaned and each location bucket smoothed.

**8) Selection Criteria:**

Each bid shall be evaluated based on the following criteria:

- a. Fees, cost(s) and potential revenues.
- b. Estimated time to remove metal piles from the Transfer Station.
- c. Contractor's qualifications including company compliance history with OSHA, DOT and applicable Federal and State environmental regulations.
- d. Description of contractor's operation including equipment to be used on the project.

All responsive submittals shall be reviewed. The County will rank all bids based on the criteria. The County will attempt to reach a final contract with the first ranked Contractor. If negotiations with the first ranked Contractor fail, the County will proceed with the next highest ranked Contractor.



## Bidder Response Form

Bidder's Corporation/Partnership Name: \_\_\_\_\_

Bidder's Business Address: \_\_\_\_\_

Bidder's Phone Number: \_\_\_\_\_ Bidder's Fax: \_\_\_\_\_

Bidder's Email: \_\_\_\_\_

By (Signature): \_\_\_\_\_

Name & Title (typed or printed): \_\_\_\_\_

Submitted On: \_\_\_\_\_

### Scrap Metal Removal from Transfer Station

Item No.	Description	Commodity Price/Ton	Estimated Quantity (tons)	Estimated Revenue
1	Scrap Metal Pile Removal (including wire/fence pile)		180	

### Alternate A – Pre-Baled Aluminum cans, Pre-Baled Tin cans & Batteries

Item No.	Description	Commodity Price/Ton	Estimate Quantity (tons)	Estimated Revenue
A-1	Baled Aluminum Cans Approximately 75 bales		19	
A-2	Baled Tin Cans Approximately 35 bales		14	
A-3	Batteries on Pallets		5	

Bid prices listed shall include all applicable taxes and fees.

Bidder acknowledges that estimated quantities are solely for the purpose of comparing bids and final payment for all unit price bid items will be based on actual quantities, determined as provided in the final contract documents.

Bidder acknowledges that Teton County reserves the right to award individual items to the highest ranked bid.

Estimated time to remove piles/materials: \_\_\_\_\_

Teton County anticipates execution of contract within 45 days of RFB opening.

Attach additional material as required to meet submittal requirements.